



New Jersey Department of Children and Families Policy Manual

Manual:	NJAC	NJ Administrative Code Excerpts	Effective Date:
Title	10	Human Services	
Chapter	133G	Client Information	5/21/2007
Subchapter:	5	Release Of Information To Government Entities	
Section	1	Request procedure (N.J.A.C. 10:133G-5.1)	

§10:133G-5.1 Request procedure

(a) A Federal, State, or local government entity requesting information regarding an abuse or neglect report, when the information is being requested for a matter other than the investigation of a report of abuse or neglect, shall submit a written request to: Division of Youth and Family Services, PO Box 717, Trenton, NJ 08625-0717.

(b) The request shall include:

1. A citation identifying the requester's statutory mandate to protect children from abuse and neglect;
2. The specific information that is being requested;
3. The purpose for which the information will be used; and
4. A statement indicating that the requesting government entity will keep the information confidential.

-End-